

# South Carolina Department of Insurance

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## **NOTICE**

TO: All Insurers Writing Private Passenger Automobile Insurance or Homeowners Insurance

Coverage in South Carolina

FROM: Kendall Buchanan

Deputy Director of Market and Consumer Services

SUBJECT: Notice of Data Call Submission Window for 2014 Private Passenger Automobile and

Homeowners Insurance Sample Rates Pursuant to Bulletin 2013-02

DATE: August 11, 2014

#### I. PURPOSE

The purpose of this notice is to advise Property and Casualty (P&C) insurers of the submission window and process for submitting sample premiums for rates effective June 1, 2014. <u>Bulletin 2013-02</u> set forth an annual data call submission deadline of May 25<sup>th</sup> for rates effective June 1<sup>st</sup> of the applicable calendar year. Due to system constraints, the Department issued a <u>notice</u> to P&C insurers on May 23, 2014 advising that this deadline had been extended for the 2014 annual submission and, further, that the Department would be creating an online submission portal for uploading the data in an effort to streamline the data collection process.

This notice is to advise P&C insurers that the online submission portal is now available and, as a result, the 2014 annual submission period will commence immediately. Insurers must upload their submissions no later than Friday, August 29, 2014.

#### II. SCOPE AND APPLICABILITY

Bulletin 2013-02 provides that P&C insurers who write new private passenger automobile property and casualty insurance (personal auto) or homeowners property and casualty insurance (residential property) and meet one of the following criteria will be required to submit information to the Department:

- The insurer is in one of the top 25 national groups based on personal auto direct written premiums and has more than \$1 million in personal auto direct written premiums in South Carolina, or
- The insurer is in one of the top 25 national groups based on homeowners direct written premiums and has more than \$1 million in homeowners direct written premiums in South Carolina.

As stated in Bulletin 2013-02, all other P&C insurers have the option to report the requested information and are encouraged to participate.

## III. SUBMISSION TIMELINE AND REQUIREMENTS FOR 2014 SAMPLE PREMIUMS

The 2014 annual submission period will begin immediately and data must be submitted no later than August 29, 2014. Unless otherwise noted, issuers should follow the guidelines set forth in Bulletin 2013-02.

The major changes from the guidelines set forth in Bulletin 2013-02 are as follows:

- issuers should refer to the links provided below for updated documents and resources relative to the 2014 annual submission period;
- all files should be submitted in csv format the online upload will only accept ".csv" files; and
- sample upload files are provided below for companies to use to compare to while preparing their files for submission.

Links are provided below to relevant documents and resources relating to this data call.

Bulletin 2013-02	http://doi.sc.gov/DocumentCenter/View/2700
Online Submission Instructions	http://doi.sc.gov/DocumentCenter/View/7651
Record Layout Instructions Spreadsheet	http://doi.sc.gov/DocumentCenter/View/7702
Sample Upload Files	
Sample Auto	http://doi.sc.gov/DocumentCenter/View/7649
Sample Homeowners	
Market Share Reports (with companies that m	ust submit data highlighted)
Auto	http://doi.sc.gov/DocumentCenter/View/7700
Homeowners	http://doi.sc.gov/DocumentCenter/View/7701

## IV. QUESTIONS

Questions regarding this notice should be submitted via email to <a href="mailto:P&Cmail@doi.sc.gov">P&Cmail@doi.sc.gov</a> and include the company name and primary point of contact (with phone number and email address) for follow up.

Questions or requests for technical assistance regarding the online submission process should be submitted via email to <a href="mailto:IRMmail@doi.sc.gov">IRMmail@doi.sc.gov</a>.